

DATA ITEM DESCRIPTION

Form Approved
OMB No. 0704-0188
Exp. Date: Jun 30, 1986

1. TITLE

Contractor's Progress, Status and Management Report

2. IDENTIFICATION NUMBER

DI-MGMT-80227

3. DESCRIPTION/PURPOSE

- 3.1 The Contractor's Progress, Status and Management Report indicates the progress of work and the status of the program and of the assigned tasks, reports costs, and informs of existing or potential problem areas.

4. APPROVAL DATE (YYMMDD)

860905

5. OFFICE OF PRIMARY RESPONSIBILITY (OPR)

N/SPAWAR

6a. DTIC REQUIRED

6b. GIDEP REQUIRED

7. APPLICATION/INTERRELATIONSHIP

- 7.1 This Data Item Description (DID) contains the format and content preparation instructions for the data product generated by the specific and discrete task requirement for this data included in the contract.
- 7.2 This DID may be applied in any contract and during any program phase.
- 7.3 This DID supersedes DI-A-2090A, DI-A-3025A, UDI-A-22050B, UDI-A-22052A, UDI-A-23960, DI-A-30024, and DI-A-30606. (cont. on page 2)

8. APPROVAL LIMITATION

9a. APPLICABLE FORMS

9b. AMSC NUMBER

N3947

10. PREPARATION INSTRUCTIONS

- 10.1 Contract - This data item is generated by the contract which contains a specific and discrete work task to develop this data product.
- 10.2 Format - This report shall be typewritten on standard size (e.g. 8 1/2" by 11") white paper, and securely stapled. Pages shall be sequentially numbered. All attachments shall be identified and referenced in the text of the report. The report shall be prepared in the contractor's format and shall be legible and suitable for reproduction.
- 10.3 Content - The report shall include:
- A front cover sheet which includes the contractor's name and address, the contract number, the nomenclature of the system or program, the date of the report, the period covered by the report, the title of the report, either the serial number of the report or the Contract Data Requirements List (CDRL) sequence number, the security classification, and the name of the issuing Government activity;
 - Description of the progress made against milestones during the reporting period;
 - Results, positive or negative, obtained related to previously-identified problem areas, with conclusions and recommendations;
 - Any significant changes to the contractor's organization or method of operation, to the project management network, or to the milestone chart;
 - Problem areas affecting technical or scheduling elements, with background and any recommendations for solutions beyond the scope of the contract;
 - Problem areas affecting cost elements, with background and any recommendations for solutions beyond the scope of the contract;
 - Cost curves showing actual and projected conditions throughout the contract;
 - Any cost incurred for the reporting period and total contractual expenditures as of reporting date;
 - Person-hours expended for the reporting period and cumulatively for the contract;
 - Any trips and significant results; (cont. on page 2)

7. APPLICATION/INTERRELATIONSHIP (Cont'd)

- 7.4 Paragraphs 10.3.f, 10.3.g, and 10.3.h herein should be tailored on DD Form 1423 when such cost data is already submitted through a sophisticated cost reporting system under the contract.
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10. PREPARATION INSTRUCTIONS (Cont'd)

- k. Record of all significant telephone calls and any commitments made by telephone;
- l. Summary of Engineering Change Proposal (ECP) status, including identification of proposed ECPs, approved ECPs, and implemented ECPs;
- m. Contract schedule status;
- n. Plans for activities during the following reporting period;
- o. Name and telephone number of preparer of the report;
- p. Appendixes for any necessary tables, references, photographs, illustrations, and charts.

DATA ITEM DESCRIPTION			Form Approved OMB No. 0704-0188	
Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503.				
1. TITLE Conference Minutes			2. IDENTIFICATION NUMBER DI-ADMN-81250A	
3. DESCRIPTION / PURPOSE 3.1 Conference minutes provide documentation of technical information provided, and decisions and agreements reached, at meetings.				
4. APPROVAL DATE (YYMMDD) 931001	5. OFFICE OF PRIMARY RESPONSIBILITY (OPR) F/ESC/EN-4	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP 7.1 This Data Item Description (DID) contains the format and content preparation instructions for the data product generated by the specific and discrete task requirement as delineated in the contract. 7.2 This DID supersedes DI-ADMN-81250.				
8. APPROVAL LIMITATION		9a. APPLICABLE FORMS		9b. AMSC NUMBER F6969
10. PREPARATION INSTRUCTIONS 10.1 <u>Format</u> . Contractor format is acceptable. 10.2 <u>Content</u> . The minutes shall include the following information: a. A title page containing the following: (1) Title - type of meeting and date. (2) Identification of the acquisition (system, equipment, contract number) for which the meeting was held. (3) Space for signatures of the designated representatives of the contractor and acquisition activity. (4) The name of the contractor and address to which the acquisition activity should acknowledge receipt of comments. b. The purpose and objective of the conference. c. The conference location. d. A summary of the discussions, decisions, agreements reached, and directions of the conference or individual subcommittees thereof.				
(Continued on Page 2)				
11. DISTRIBUTION DISTRIBUTION STATEMENT A. Approved for public release; distribution is unlimited.				

Block 10. Preparation Instructions (Continued)

e. A list of attendees by name, rank, rate, grade or position, activity represented, activity code, and phone numbers as appropriate.

f. Action items resulting from the conference.

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1. TITLE

Scientific and Technical Reports

2. IDENTIFICATION NUMBER

DI-MISC-80711A

3. DESCRIPTION/PURPOSE

3.1 Scientific and Technical Reports document and disseminate the precise nature and results of analytical studies, research, development, test and evaluation (RDT&E) on an assigned task(s) to the analytical, scientific, technical and management community. Scientific and Technical Reports, may be definitive for the subject presented, exploratory in nature, or an evaluation of critical subsystem or of technical problems.

4. APPROVAL DATE (YYYYMMDD)

20000121

5. OFFICE OF PRIMARY RESPONSIBILITY (OPR)

L/DD

6a. DTIC APPLICABLE

X

6b. GIDEP APPLICABLE

7. APPLICATION/INTERRELATIONSHIP

7.1 This DID contains the format requirements and preparation instructions for the information product generated by the specific and discrete task requirement as delineated in the contract.

7.2 This DID is applicable to the elements, organization and design of technical publications.

7.3 This DID supersedes UDI-S-23272C, DI-S-4057, DI-S-3591A, and DI-MISC-80711.

7.4 Defense Technical Information Center (DTIC), 8725 John J. Kingman Rd., Ste. 0944, Ft. Belvoir, VA 22060-6218

8. APPROVAL LIMITATION

9a. APPLICABLE FORMS

SF 298

9b. AMSC NUMBER

L7382

10. PREPARATION INSTRUCTIONS

10.1 Reference document. The applicable issue of the documents cited herein, including their approval dates and dates of any applicable amendments, notices, and revisions, shall be as specified in the contract.

10.2 Document format shall be in accordance with ANSI/NISO Z39.18 Scientific and Technical Reports -- Elements, Organization, and Design.

10.3 Document content shall be clearly written, describe accomplishments and other facts adequately with no technical errors, and be acceptable for release. If marked unclassified, unlimited, they should be accompanied by a letter certifying that the documents have been cleared for public release and sale, to include foreign nationals.

11. DISTRIBUTION STATEMENT

Distribution Statement A: Approved for public release; distribution is unlimited.

DATA ITEM DESCRIPTION		Form Approved OASD No. 0704-0180 Exp. Date: Jun 30, 1986	
1. TITLE		2. IDENTIFICATION NUMBER	
Scientific and Technical Reports Summary		DI-MISC-80048	
3. DESCRIPTION/PURPOSE			
3.1 Technical reports are acquired to provide the scientific and technical community a description of the precise nature and results of research, development, test, and evaluation (RDT&E) accomplished. Technical reports may be definitive for the subject presented, exploratory in nature, or an evaluation of critical subsystem or of technical problems.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY RESPONSIBILITY (OPR)	6a. DTK REQUIRED	6b. GIDEP REQUIRED
850911	DELNV		
7. APPLICATION/INTERRELATIONSHIP			
7.1 This Data Item Description contains the data format and content preparation instructions for the data product generated by the specific and discrete task requirements for this data included in the contract.			
7.2 This Data Item Description shall be used in preparing all ongoing interim or final Scientific and Technical Reports Summary. The purpose of these report summaries is to present management with a concise description of the scientific and technical findings and accomplishments during the reporting period.			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
		A3670	
10. PREPARATION INSTRUCTIONS			
10.1 <u>Contract</u> . This Data Item Description is generated by the contract which contains a specific and discrete work task to develop this data product.			
10.2 <u>Format</u> . The Scientific and Technical Reports Summary shall be in contractor format.			
10.3 <u>Contents</u> . The level of detail of the Scientific and Technical Reports Summary shall be adequate for non-specialists in the subject matter. When appropriate, specific references should be made to more detailed materials. The content of the Scientific and Technical Report Summary shall consist of the following:			
(a) Task objectives.			
(b) Technical problems.			
(c) General methodology (e.g., literature review, lab experiment, survey, etc).			
(d) Technical results.			
(e) Important findings and conclusions.			

Scientific and Technical Reports Summary (Cont'd)

Block 7 APPLICATION/INSTRUCTIONS (Cont'd)

7.2 (Cont'd) The types of scientific and technical report summaries and their frequencies are specified in the DD Form 1423

7.3 This Data Item Description shall be applicable in contracts when DI-S-4057 is used.

Block 10 PREPARATION INSTRUCTIONS (Cont'd)

10.3 (Cont'd)

- (f) Implications for further research
- (g) Significant hardware development
- (h) Special comments

10.4 Cover Page - The heading or cover page of each report summary shall contain the following information:

- (a) Procuring Activity Designated Order Number
- (b) Name of Contractor
- (c) Contract Number
- (d) Effective Date of Contract
- (e) Expiration Date of Contract
- (f) Reporting Period
- (g) Principal Investigator and Phone No.
- (h) Project Scientist or Engineer and Phone No
- (i) Short Title of Work

10.4.1 Additionally, each report produced will have prominently displayed on the cover page, a notice of disclaimer worded as follows:

The views and conclusions contained in this document are those of the authors and should not be interpreted as necessarily representing the official policies, either expressed or implied, of the Government.

10.4.2 Scientific and Technical Reports which are sponsored by other than the procuring activity shall have the following on the front cover:

Scientific and Technical Reports Summary (Cont'd)

Block 10 PREPARATION INSTRUCTIONS (Cont'd)

Sponsored by
(Sponsor's Identification)

(Sponsor's Designated) Order No. _____

Monitored by _____ Under Contract# _____

10.5 Reports shall be reproduced only by processes which provide black on white copy sufficiently clear and sharp for further reproduction when required. Ditto, hectograph, color, and other reproduction processes not reproducible photographically or xerographically are not acceptable.

DATA ITEM DESCRIPTION

Form Approved
OMB No. 0704-0188

TITLE

Program Plan

2. IDENTIFICATION NUMBER

DI-MGMT-80909

3. DESCRIPTION/PURPOSE

3.1 The Program Plan provides technical, management, schedule, and cost data.

3.2 The Program Plan provides current information which is used to describe the approach, resources and needs of the contractor to perform the effort.

4. APPROVAL DATE
(YYMMDD)

891006

5. OFFICE (OF PRIMARY RESPONSIBILITY (OPR))

A/CSSD-BM

6a. DTC APPLICABLE

6b. GPOF APPLICABLE

7. APPLICATION/INTERRELATIONSHIP

7.1 This Data Item Description (DID) contains the format and content preparation instructions for the data product generated by the specific and discrete task requirement as delineated in the contract.

7.2 This DID relates to the requirements of MIL-STD-881A.

7.3 The DID supersedes DI-A-1021.

8. APPROVAL LIMITATION

9a. APPLICABLE FORMS

9b. ANSC NUMBER

A4842

PREPARATION INSTRUCTIONS

10.1 Format. The Program Plan format shall be contractor selected. The submission shall be securely bound 8 1/2 X 11 inch white paper. One way foldouts may be used for graphic material. Every effort shall be made to keep the plan unclassified.

10.2 Content. The Program Plan shall be an integrated document showing technical, cost and schedule data to a common base, the contract work breakdown structure (CWBS) or its planning equivalent. It shall also provide information on the contractor's organization and practices and techniques to be used in managing the program, specifically management of subcontracts.

10.2.1 The plan shall specifically contain the following:

a. Introduction to the plan.

b. Indication of the relationship of the plan to the CWBS. This shall include a description of each element and the cost associated with each element.

(Continued on Page 2)

11. DISTRIBUTION STATEMENT

DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.

Block 10. Preparation Instructions (continued)

c. Milestone chart. A detailed program milestone chart covering the major activities of the program (system deliveries, tests, etc.) by CWBS, if applicable, and in linear time phasing.

d. Equipment/facilities chart. A chart depicting major government furnished equipment (GFE) and facilities required, and the date and duration that such GFE or facilities are required.

e. Purchase chart. A chart depicting major subcontracts and equipment or material purchases, the date and approximate amount of each.

f. Labor loading chart. A chart depicting estimated labor hours for each major task.

g. Cost chart. A cost chart depicting by month the estimated cost, including subcontractor cost, for each major task.

h. Technical performance in terms of specific technical parameters used for measuring technical progress, if appropriate. Each parameter shall be identified, related to a specific paragraph in the Prime Item Development Specification (if available) and provided a base value and any limits.

i. Organization data including:

(1) Program organization chart. A chart showing the structure of the program organization by title and name. Identify the program office, support contractors, and major subcontractors.

(2) Program/functional organization relationship chart. A chart showing the relationship of the program functions to the functional organizations indicating lines of authority and communications.

10.2.2 When the CWBS is a requirement, show program responsibilities vs. WBS element one level below the WBS. The matrix shall depict the organizations responsible for performance, review and approval of each summary WBS. A description of authority and responsibilities of key program and functional individuals shall be identified on the charts.

DATA ITEM DESCRIPTION

Title: TECHNICAL REPORT - STUDY/SERVICES

Number: **DI-MISC-80508A**

Approval Date: 7 November 2000

Office of Primary Responsibility: G/TS-ALS

GIDEP Applicable: No

Applicable Forms: No

AMSC Number: G7408

DTIC Applicable: Defense Technical Information Center (DTIC), 8725 John J. Kingman Rd.,
Ste. 0944, Ft. Belvoir, VA 22060-6218

Use/Relationship

A technical report provides fully documented results of studies or analyses performed.

This data item description contains the format and content instructions for the data product generated by the specific and discrete task requirement as delineated in the contract.

This DID supersedes DI-MISC-80508.

Requirements:

1. Format.

- (a) The report and all attachments shall be typewritten, or otherwise clearly lettered, and shall be duplicated using non-fading ink.
- (b) Text shall be prepared on standard letter size paper (8 1/2" x 11").
- (c) When attachments are included, they shall be fully identified, referenced in the text, and folded to conform to the size paper used in the report.
- (d) Security classification and distribution markings shall conform to the requirements of the contract, purchase description and security requirements checklist, as applicable.

2. Content.

- (a) Title Page - Identifies the report by providing contract number, project name or purchase description title, task number, and reporting period.
- (b) Table of Contents
- (c) Section I - Includes the following:
 - (1) Introduction
 - (2) Summary - A brief statement of results obtained from the analytic effort.
 - (3) Conclusions and their condensed technical substantiation's.
- (d) Section II - A complete and detailed description of the analytic results which led to the conclusions stated in Section I above.

DATA ITEM DESCRIPTION

Form Approved
GSA No. 0704-0164

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0168), Washington, DC 20503.

1. TITLE REPORT, RECORD OF MEETING/MINUTES		2. IDENTIFICATION NUMBER DI-ADMIN-81505	
3. DESCRIPTION/PURPOSE The report is a record of the proceedings of any specified meeting. The Meeting Minutes will be used by appropriate government and contractor personnel as a record of the deliberations and actions resulting from meetings related to performance of work under a contract.			
4. APPROVAL DATE (YYMMDD) 951120	5. OFFICE OF PRIMARY RESPONSIBILITY (OPR) N/PMS400G35	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
7. APPLICATION/INTERRELATIONSHIP 7.1 This Data Item Description (DID) contains the format and content preparation instructions for the data product generated by the specific and discrete task requirement as delineated in the contract. 7.2 This data item can be used for any Programs/Projects requiring formal documentation of meetings of any type, i.e., audits, design reviews, etc. 7.3 This data item may be used in conjunction with "Agenda, Conference". (Continued on Page 2)			
8. APPROVAL LIMITATION		9a. APPLICABLE FORMS	9b. AMSC NUMBER N7175
10. PREPARATION INSTRUCTIONS 10.1 <u>Format</u> . The report shall be presented in contractor's format. 10.2 <u>Content</u> . The report shall contain a title page which specifies the following: a. Date of report/meeting. b. Title - Type of meeting (study contract, audit, design review, etc.). c. Title of Program/Project. d. System/equipment identification and number. e. Contract number and/or procurement request number. f. Signature(s) - contractor (supporting activity) Project Manager or designated representative. 10.2.1 The report/minutes shall include, the following sections: 10.2.1.1 An introduction which shall include: (Continued on Page 2)			
11. DISTRIBUTION STATEMENT Distribution Statement A. Approved for public release; distribution is unlimited.			

Block 7, Application/Interrelationship (Continued)

7.4 This DID supercedes UDI-A-23083A.

Block 10, Preparation Instructions (Continued)

- a. Statement relating to the purpose/objective of the meeting.
- b. The original agenda/revisions thereto. (This may be accomplished by reference to attachment/enclosure)

10.2.1.2 Administrative data which shall include:

- a. Date and location of the meeting.
- b. Agency under whose direction the meeting was convened.
- c. Name and title of the chairman or co-chairmen.
- d. Name and title of persons attending.

10.2.1.3 Information covered during the meeting, including as appropriate, such items as:

- a. A description and/or listing of the material and documentation, if any, discussed/reviewed during the meeting.
- b. Specific statements relating to changes, deletions, modifications, etc., discussed/reviewed during the meeting, including:
 - (1) A description of the change/modification required.
 - (2) The reason for the change/modification.
 - (3) The agency responsible for preparing change proposals, if required, necessary to effect the change/modification.

10.3 Each item discussed/reviewed during the meeting shall be presented in the following order:

10.3.1 Item. A brief statement identifying the item or problem.

10.3.2 Discussion. A summary of pertinent information associated with the item.

Block 10, Preparation Instructions (Continued)

10.3.3 Recommendations. A list of both the Project/Program Manager's and the contractor's recommendations.

10.3.4 Action. A brief statement of agreements reached, action(s) required by the Program/Project Manager or the contractor, identity of the personnel or activity assigned responsibility for taking and/or coordinating required actions, contractual action, if required, and all key dates.

10.4 Media Requirements. Unless otherwise stated on the Contract Data Requirements List (DD Form 1423); the report/minutes shall be type-written on 8"x 10 1/2" white paper. Charts, graphs, drawings, lists, sketches may be included, if necessary, to support or clarify the text of the report/minutes. Oversize material shall be one-way foldouts. All material presented shall be sufficiently clear and sharp for further reproduction if required. All pages and supporting material shall be securely bound together.

DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION <i>(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort)</i>				1. CLEARANCE AND SAFEGUARDING a. FACILITY CLEARANCE REQUIRED SECRET b. LEVEL OF SAFEGUARDING REQUIRED SECRET			
2. THIS SPECIFICATION IS FOR: (X and complete as applicable)				3. THIS SPECIFICATION IS FOR: (X and complete as applicable)			
X	a. PRIME CONTRACT NUMBER N000167-XX-D-XXXX			X	a. ORIGINAL (Complete date in all cases)		Date (YYMMDD)
	b. SUBCONTRACT NUMBER				b. REVISED (Supersedes all previous specs)		Revision No. Date (YYMMDD)
	c. SOLICITATION OR OTHER NUMBER N00167-03-R-0048		DUE Date (YYMMDD)		c. FINAL (Complete Item 5 in all cases)		Date (YYMMDD)
4. IS THIS A FOLLOW-ON CONTRACT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. If Yes, complete the following: * N0016796D0028 Classified material received or generated under _____ (Preceding Contract Number) is transferred to this follow-on contract.							
5. IS THIS FINAL DD Form 254? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. If Yes, complete the following: In response to the contractor's requested dated _____, retention of the identified classified material is authorized for the period of _____.							
6. CONTRACTOR (Include Commercial and Government Entity (CAGE) Code)							
a. NAME, ADDRESS, and ZIP CODE				b. CAGE CODE		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)	
7. SUBCONTRACTOR							
a. NAME, ADDRESS, AND ZIP CODE				b. CAGE CODE		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)	
THIS DD 254 IS FOR BID PURPOSES ONLY							
8. ACTUAL PERFORMANCE							
a. LOCATION				b. CAGE CODE		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)	
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT Provide services, materials, facilities and personnel to assist in ship and submarine technology RDT&E							
10. THIS CONTRACT WILL REQUIRE ACCESS TO:				11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:			
	YES	No			YES	NO	
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION		X		a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY			X
b. RESTRICTED DATA		X		b. RECEIVE CLASSIFIED DOCUMENTS ONLY			X
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION		X		c. RECEIVE AND GENERATE CLASSIFIED MATERIAL	X		
d. FORMERLY RESTRICTED DATA		X		d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE			X
e. INTELLIGENCE INFORMATION				e. PERFORM SERVICES ONLY			X
(1) Sensitive Compartmented Information (SCI)		X		f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S. PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES			X
(2) Non-SCI		X		g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER	X		
f. SPECIAL ACCESS INFORMATION		X		h. REQUIRE A COMSEC ACCOUNT			X
g. NATO INFORMATION		X		i. HAVE TEMPEST REQUIREMENTS			X
h. FOREIGN GOVERNMENT INFORMATION		X		j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS			X
i. LIMITED DISSEMINATION INFORMATION		X		k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE			X
j. FOR OFFICIAL USE ONLY INFORMATION	X			l. OTHER (Specify)			X
k. OTHER (Specify)		X					